

AIHA Speaker Webinar Connect 2026 Moderator Responsibilities & On-site Logistics

Presented by:

Diana Kane, Manager, Education

April 23, 2026

AIHA Connect 2026 Format

- AIHA Connect 2026 is an in-person event
- Select sessions will be broadcast virtually, to a virtual audience
- All presenters are expected to attend and deliver their sessions in person at the conference
 - Thursday & Friday, May 28-29 – virtual only PDCs
 - Monday, Tuesday, Wednesday, June 1-3 – Education Sessions
- Saturday & Sunday, May 30-31, Thursday, June 4, in-person only PDCs

Register for the Conference

- All speakers, moderators, poster presenters, must register for the conference

The screenshot shows the top navigation bar of the AIHA Connect 2026 website. The navigation menu includes: About Us, Agenda, Attend, Get Involved, Exhibit/Sponsor, Speak, Register, and Virtual Connect. On the right side of the navigation bar, there are links for FAQs, KEEP ME UPDATED, FEEDBACK, FUTURE/PAST DATES, and a search icon labeled SEARCH. Below the navigation bar, the main heading reads "AIHA CONNECT" in large, light blue letters. Underneath this, the text says "JOIN US AT THE PREMIER CONFERENCE FOR OCCUPATIONAL AND ENVIRONMENTAL HEALTH AND SAFETY SCIENTISTS". Further down, the location and dates are listed: "ERNEST N. MORIAL CONVENTION CENTER, NEW ORLEANS, LA, JUNE 1-3, 2026". In the top right corner, there is an orange button that says "REGISTER NOW" with a right-pointing arrow. A large orange arrow points from the bottom right towards this button. The date and location "June 1-3 | New Orleans, LA" are also visible in the top right area of the page.

Have You Signed Your Speaker Forms?

Each Presenter, Co-Presenter, Moderator, Monitor, Poster Presenter must complete

- Speaker Agreement *
- Session Delivery Form * *One for each session in which you are involved*

Check your Ready Room today to be sure all your forms and your profile are complete!

- To access your speaker account, use the link: <https://ww6.aievolution.com/aih2601/>
- Use your AIHA account username and password

Submission

Share your experience and knowledge at AIHA Connect 2026. PDCs, education sessions (including case studies and scientific research), education pop-ups, and posters are where you can introduce participants to the latest OEHS information, trends, technology, and best practices. Contribute to the conference and the profession by submitting a presentation in your area of expertise. Inspire and energize your colleagues with the information, solutions, and best practices they need to meet the challenges they face in their work.

To learn more about submission types, [click here](#).

Important AIHA Connect 2026 Deadline Dates:

- June 9, 2025 – Submission portal opens
- September 10, 2025 at 11:59 p.m. Eastern – PDC, Education Session, Case Study, Scientific Research, and Professional Poster submission deadline
- October 23-29, 2025 – Notifications sent via email
- January 14, 2026 at 11:59 p.m. Eastern – Education Pop-Up Session submission deadline
- March 11, 2026 at 11:59 p.m. Eastern – Student Poster and Student Presentation submission deadline

If you have questions regarding PDCs or AIHA Main Stage presentations, contact Erin Breece at ebreece@aiha.org or 703-846-0749.

For questions regarding Education Sessions, Case Study or Scientific Research presentations, Education Pop-Up Sessions, Professional Posters, Student Presentations, or Student Posters, contact Diana Kane at dkane@aiha.org or 703-846-0753.

Speakers

It's time to start preparing for AIHA Connect 2026 (<https://www.aihaconnect.org>)! This year's conference will be in New Orleans, LA. Professional Development Courses (PDCs) will be offered virtually on Thursday May 28 and Friday, May 29; and in-person Saturday, May 30; Sunday, May 31; and Thursday, June 4. The main education program will occur Monday through Wednesday, June 1-3.

Here, at the online Speaker Ready Room, is where you will view your speaking schedule, update your profile and bio, upload your photo, and, if applicable, submit your audio-visual needs (PDCs only). Also, you must complete and sign [two](#) online forms: the [Speaker Agreement](#) and the [Session Delivery Form](#) by the indicated deadline.

If you have questions regarding PDCs, or AIHA Main Stage, contact Erin Breece, Program Director, Education; ebreece@aiha.org or 703-846-0749.

For questions regarding Education Sessions, Case Study or Scientific Research presentations, Professional Posters, Pop-Up Education Sessions, Student Presentations, or Student Posters, please contact Diana Kane, Manager, Education; dkane@aiha.org or 703-846-0753.

Ready to get started?

 [Click here to begin](#)

- Use this site to:
- Submit a proposal
 - Review a proposal
 - Access speaker resources (once accepted)
 - Submit a function request

Please use your AIHA website login to sign-in.

SIGN YOUR SPEAKER AGREEMENT

- **Step 1 - sign the Speaker Agreement**
- ALL moderators need to complete the Speaker Agreement
- Review AIHA guidelines and convention center rules, and consent to adhere by signing the agreement.
- Review the content, and digitally sign and date

Edit your profile

Step 2 of 3: Edit Profile

The data was saved successfully.

* - indicates a required item.

Contact Information

Prefix:

* First Name:

Middle Name:

* Last Name:

Suffix:

Credential(s):

* Company:

REVIEW YOUR BIO & ADD A PHOTO

Dashboard - Erin Breece Sign Off

Step 3 of 3: Bio for Erin Breece


The data was saved successfully.

* - indicates a required item.

* Bio:
Erin is AIHA's Program Director of Education]

Insert: Symbol Special Char Remaining: 9955

Remove Photo: Yes No



- The biography entered for you at the time of submission will auto-generate
- Make changes, if needed, at any time
- Upload a headshot style photo of yourself (optional)
 - For best results, use the noted sizing of 185 X 185 pixels

ATTENDEE/PUBLIC-FACING VIEW

[Print](#) [Close](#)

K8: Impactful Speaking: Mastering Storytelling and Silence for OEHS Success

Wed, 5/21: 8:00 AM - 9:00 AM CDT
CM Credit Hours: 1
Education Session
Kansas City Convention Center

Content Level


Introductory

Topics


Communication and Training
Enhancing OEHS Communication Skills
Management/Leadership

Description

This session will empower OEHS professionals with advanced communication skills tailored to today's dynamic and diverse work environments. Participants will learn techniques such as the art of storytelling, purposeful pauses, avoiding filler words, and using the "why" to make their communication impactful and memorable. We will explore the art of storytelling, drawing on scientific research that shows how human brains naturally connect data points into narratives. By leveraging stories, we can capture attention, evoke emotions,



Jason Kunz, CIH, CSP
Moderator
The Kunz Company
Apple Valley, MN
United States of America



Miriam Koesterich, CIH, CSP
Presenter
BSI America Professional Services
New York, NY
United States of America

Rustin Reed, PhD, CIH, CSP
Co-Presenter

- Each session has a dedicated webpage
- Information including name, credentials, company/org., city, state and country are displayed
- Headshot is shown
- Biography is visible, after clicking speaker name

Speaker Center

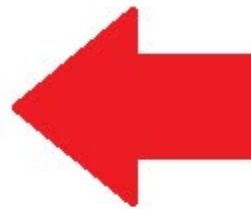
To access speaker resources (once accepted), use the links below.

 [Schedule](#)

Review the date and time of your session

Clicking on **Schedule** under **Speaker Center** will take you to **My Ready Room** where you will see details on Action Items and Deadlines.

Scrolling down, you will see your session details.



Session delivery, broadcasting & materials form

We need ALL moderators to complete this form

You will need to complete one for EACH session in which you are moderating

Asks:

- If we have to go completely virtual, what would be your preferred presentation option
- Are you interested in having your session live streamed to a virtual audience
- For permission to record your session (audio & slides) to be used for AIHA Connect OnDemand
- You to agree to [AIHA's Copyright Guidance Document](#) and to the [Artificial Intelligence \(AI\) Responsible Usage Policy](#)

Wed, 5/21

Event Title: L5: Managing Heat Stress Risks: Bridging Compliance and Practical Application

Type: Education Session

Time: 9:15 AM CDT - 10:15 AM CDT

Location: Kansas City Convention Center

Role: Presenter (EvPresenter)

[Session Delivery, Broadcasting, & Materials Form](#) 

Incomplete

Session Moderators

General Roles & Responsibilities:

- Keep the session starting & ending on time
- Make announcements
- Give speaker introductions
- Assure questions are heard by in-person and virtual audiences
- Promote evaluations

***Refer to the Moderator Guidelines**

Speaker Ready Room

- Speakers and Moderators for all education sessions (Monday through Wednesday) are encouraged to visit the Speaker Ready Room **at least one hour prior** to the start time of their session.
- The room is equipped with computers and AV technicians who can assist with editing and uploading presentations.
- Take a few moments to get to know the presenters and their content
- Ask the speaker for preference on a method for keeping on time
 - *Timing cards are provided
- Tweak presentations, practice, review speaker biographies, and ensure the latest version of their PowerPoint Presentation is loaded to the Presentation Management System

Speaker Ready Room

- As a **Moderator**, you
 - access to the Presentation Management System
 - confirm that presenters in your session have uploaded their presentations
 - may upload slides to give a formal introduction of yourself (optional)
 - check for messages, program changes, and other updated information available in the SRR via AIHA staff

Speaker Ready Room Room 287

Hours *(Central Time)*

Friday, May 29 - 5:15 p.m.–7:00 p.m.

Saturday, May 30 - 7:00 a.m.–5:30 p.m.

Sunday, May 31 - 7:00 a.m.–5:30 p.m.

Monday, June 1 - 8:00 a.m.–4:00 p.m.

Tuesday, June 2 - 7:00 a.m.–5:15 p.m.

Wednesday, June 3 - 7:00 a.m.–3:00 p.m.

Thursday, June 4 – 7:00 a.m. – 5:00 p.m.

Standard Education Room Set Includes:

- Attendee seating (set in theater style)
- Laptop (set in Presenter Mode for viewing/reading notes)
- LCD projector
- Screen (sized appropriately for the room)
- 2 wireless mics
- 1 podium mic
- Audience mics for Q&A
- 1 wireless slide advancer (for the computer provided by AV)
- **NOTE:** There will be three (3) chairs for presenters

New Orleans Ernest N. Morial Convention Center Rules & Regulations

- Convention center staff are responsible for the setup, change, and breakdown of all activities.
- Room sets and capacities are approved in advance by the facility and the New Orleans Fire Marshal. Room sets, must remain as indicated on approved floor plans. Speakers and moderators agree they will not move any items pre-set by the facility or AIHA.
- Audiovisual equipment must be provided by AIHA's exclusive provider. Requests for AV other than what is outlined to presenters in advance by AIHA must be paid for by the speaker before equipment will be provided. Speakers may not provide audiovisual equipment of any kind in their session rooms, including handheld polling devices.
- Speakers may hand-carry handouts or other materials for distribution during a session (except any type of AV). No carts or dollies are permitted. If you require a cart, dolly, luggage carrier, or hand truck to carry your materials, please contact AIHA.
- Due to use of the rooms for other AIHA Connect events, you may not access the room more than one hour before your session or leave items overnight.
- If you think you will need accommodations to any of the above-listed items – for any part of your session – please let AIHA staff know immediately. We are happy to work with you on a solution that will ensure the success of your session AND compliance with our contract with the conference center.

At the start of the session

Make Announcements:

- Identify the session title
- Introduce yourself
- Remind attendees:
 - Where the emergency exits are located
 - To silence all electronic devices
 - That standing in the back of room is prohibited
 - Personal recording is prohibited
- Briefly introduce each presenter
 - The bios needed to make these introductions are posted on the program webpage,
 - Advise the audience of any last-minute presenter changes not already advertised

During the session

- Assist in getting the microphone to attendees who are making comments or asking questions
- If a virtual audience, remind the speaker to seek questions from the virtual audience moderator
- Monitor the time
 - Each room will have timing cards. They are laminated color 8x10 signs that designate how much time the speaker has left.

5 Minutes, 3 Minutes, 1 Minute, Wrap
 - Discuss the use of these with the speaker

At the end of the session

At the close of the first half of a Research Roundup session:

- When at the first presenter's time is done, politely thank him or her and firmly move on to the next presentation
- It is important to make sure each presenter stays on schedule

At the end of the full session

- Remind attendees to complete the session evaluation
- Thank the speakers
- Encourage any lingering conversations to move to the hallway so the next session can prepare

Accessing Speaker Bios

- As a session moderator at you are responsible for introducing each speaker
- A few sentences on employment, research interests, and career trajectory will suffice
- You were connected via email with your speaker prior to the conference
- Review your speaker(s) bios listed on our website
- Plan to arrive to the session room at least 15-20 minutes prior to the start time to meet with your session speakers
- You can also meet your session speakers in the Speaker Ready Room

Accessing Speaker Bios

AIH - Google Chrome

https://ww2.aievolution.com/aih2201/index.cfm?do=ev.viewEv&ev=1004

Register Now

Print

Close

A1: Research Roundup: Risk Assessment 1

Mon, 5/23: 10:00 AM - 11:00 AM CDT

Research Roundup

Music City Center

Room: Meeting Room 207 A

Content Level

Intermediate

Topics

Available as part of AIHce OnDemand
Hazard Recognition/Exposure Assessment
Risk Assessment and Management
Sampling and Analysis

Presentations

Review of Solid and Liquid Loading Values on Skin — Applications for Risk Assessment, Part 1

Dermal exposure has been described as a complex process regarding the contact and interaction of substances with the skin surface over time. In

2026

Click on the speaker name to
access the bio



Hope (Nadia) Moore, PhD, DABT, CIH, ERT

Moderator
J.S. Held, LLC
Redmond, WA
United States of America

Jennifer Sahmel, PhD, CIH, CSP, FAIHA

Author
Insight Exposure and Risk Sciences
Boulder, CO
United States of America



Heather Avens, PhD, MS, CIH

Author
Insight Exposure & Risk Sciences
Group
Boulder, CO
United States of America

Accessing Speaker Bios

[Print](#)[Close](#)

Jennifer Sahmel, PhD, CIH, CSP, FAIHA


Insight Exposure and Risk Sciences

Boulder, CO

United States of America

Dr. Jennifer Sahmel is a Managing Principal Scientist with Insight Exposure and Risk Sciences in Boulder, Colorado. She is a Certified Industrial Hygienist and a Certified Safety Professional with 25 years of experience in exposure assessment science and workplace health and safety. Prior to Insight, she worked at Cardno ChemRisk, LLC, the U.S. EPA's Office of Pollution Prevention and Toxics in Washington, DC, the National Park Service, Comprehensive Health Services at NASA's Goddard Space Flight Center, and FMC Corporation. Jennifer earned her MPH degree in Environmental Health and Industrial Hygiene from the University of California at Berkeley and her PhD in Environmental Health at the University of Minnesota. She is a Research Fellow with the University of Minnesota's Exposure Science and Sustainability Institute. She is also active in the American Industrial Hygiene Association and is a past member of their national board of directors.

PowerPoint & Handout File Upload



Presentation Uploads

Please enter your Last Name:

- Visit the online Presentation Management System:
<http://www.aihce.savpresentations.com/>
- Login, search your last name, enter password (*emailed to you*)

Check on Presentation Upload Status

Presentations

Harvey, Rod

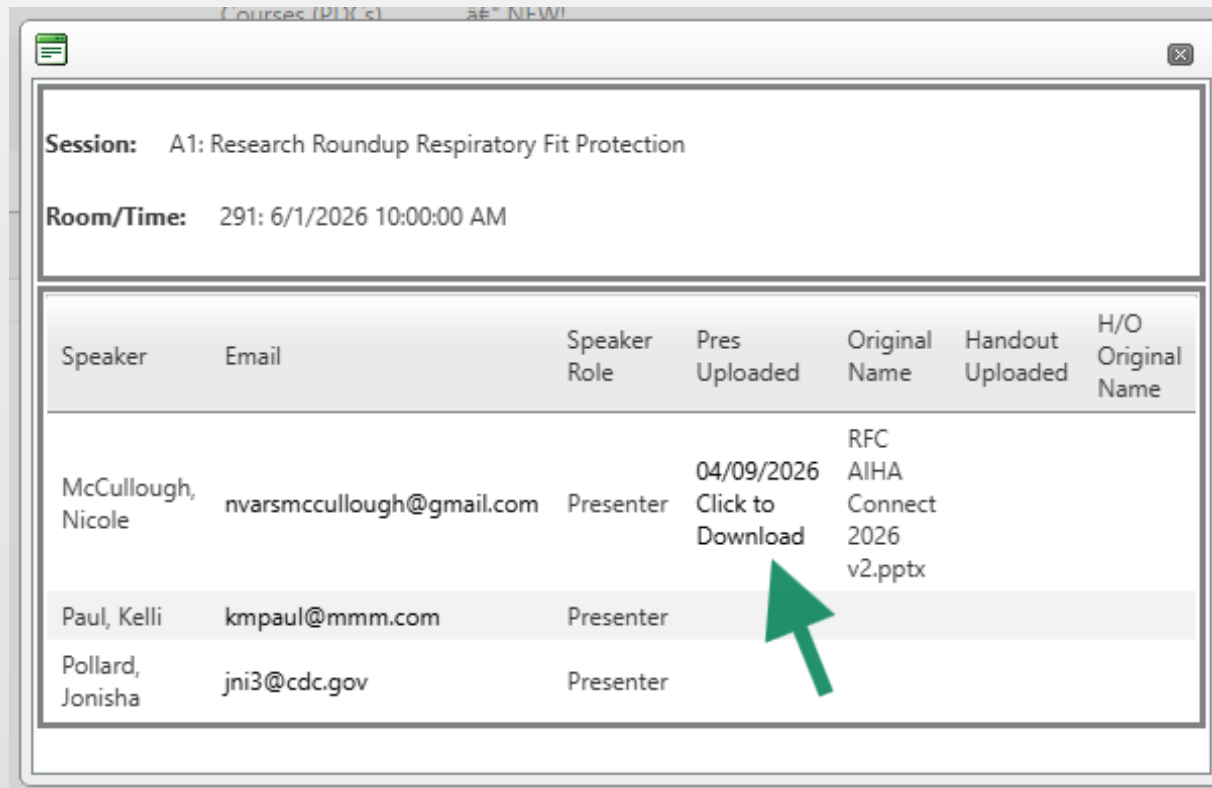
rharvey@rhprisk.com

	Presentation Uploaded	Handout Uploaded	Type	Session	Date	Room	Time	Speaker Role
<input type="button" value="Upload"/>			Professional Development Courses (PDCs)	PDC 702: 2026 Respirable Crystalline Silica and Other Minerals and Metals Symposium â€" Day 1 â€" NEW!	05/30/2026	288	0800	Presenter
<input type="button" value="Upload"/>			Professional Development Courses (PDCs)	PDC 702: 2026 Respirable Crystalline Silica and Other Minerals and Metals Symposium â€" Day 2 â€" NEW!	05/31/2026	288	0800	Presenter
<input type="button" value="Upload"/>	<input type="button" value="All Presenters"/>		Research Roundups	A1: Research Roundup Respiratory Fit Protection	06/01/2026	291	1000	Moderator

Page size: 50

3 items in 1 pages

As Moderator You Can See if Speaker Uploaded Presentation



The screenshot shows a window titled "Courses (PLCs)" with a sub-header "NEW!". It displays session information for "A1: Research Roundup Respiratory Fit Protection" in room "291" on "6/1/2026 10:00:00 AM". Below this is a table with columns: Speaker, Email, Speaker Role, Pres Uploaded, Original Name, Handout Uploaded, and H/O Original Name. The table lists three speakers: Nicole McCullough (Presenter), Kelli Paul (Presenter), and Jonisha Pollard (Presenter). Nicole McCullough's row is highlighted, and a green arrow points to the "Click to Download" link in the "Pres Uploaded" column. The "Original Name" for Nicole McCullough is "RFC AIHA Connect 2026 v2.pptx".

Speaker	Email	Speaker Role	Pres Uploaded	Original Name	Handout Uploaded	H/O Original Name
McCullough, Nicole	nvarsmccullough@gmail.com	Presenter	04/09/2026 Click to Download	RFC AIHA Connect 2026 v2.pptx		
Paul, Kelli	kmpaul@mmm.com	Presenter				
Pollard, Jonisha	jni3@cdc.gov	Presenter				

Click to Upload

Presentations

Harvey, Rod

rharvey@rhprisk.com

	Presentation Uploaded	Handout Uploaded	Type	Session	Date	Room	Time	Speaker Role
<input type="button" value="Upload"/>			Professional Development Courses (PDCs)	PDC 702: 2026 Respirable Crystalline Silica and Other Minerals and Metals Symposium " Day 1 " NEW!	05/30/2026	288	0800	Presenter
<input type="button" value="Upload"/>			Professional Development Courses (PDCs)	PDC 702: 2026 Respirable Crystalline Silica and Other Minerals and Metals Symposium " Day 2 " NEW!	05/31/2026	288	0800	Presenter
<input type="button" value="Upload"/>			Research Roundups	A1: Research Roundup Respiratory Fit Protection	06/01/2026	291	1000	Moderator

Page size: 50

3 items in 1 pages

Upload Presentation & Handouts

Click here to upload a Presentation file (see below for large files).

If uploading multiple files, they **MUST** be uploaded as a zip file. This system stores only the most recent upload. Any files uploaded here will be sent to the room where you are presenting and are **NOT** visible to attendees.

Large file sizes (especially over 500Mb) may take a long time to upload.

We recommend that you place your file on your cloud drive and provide its link in the space below.

Save

Upload Handout file here.

Last handout Upload:

Handout File Name:

Click here to select/upload a new Handout file

If uploading multiple files, they **MUST** be uploaded as a zip file. This system stores only the most recent upload. Any files uploaded here will be visible to attendees via the mobile app/Virtual Event platform.

Once logged in you can...

- Upload your handout (*recommended but not required*)
 - If uploading multiple files, you must upload as a zip file
 - Only most recent upload is saved
 - You can view/download any uploaded files to be sure correct files are there.
 - Files uploaded to the **Handouts** area will be shared to the mobile app and are visible to all attendees
 - PDFs recommended

****After deadline of May 5, do not make changes to your Handout files after you have uploaded without notifying AIHA**

Virtual Program

*** if your session has a virtual audience.....**

- Introduce yourself to the AIHA Volunteer Virtual Audience Moderator in the back of the room
 - This volunteer will have a microphone and will ask questions on behalf of the virtual audience
- Acknowledge the virtual audience when introducing the session
- Remind speakers to use microphones when speaking
- Repeat questions from the audience into a microphone, so the virtual audience can hear

Presenter Absences

- If a presenter cancels, other speakers in the session are permitted to present for additional time
 - In a Research Roundup where there are two speakers giving two separate presentations, if the first speaker does not show, the second speaker may wait until his/her designated time to present.. - This speaker may keep the presentation to 30 minutes or may start speaking sooner and use the full hour.
- The additional time can also be used for further group discussion or Q & A
 - Use the full hour so attendees get credit

Questions about Recordings

- Personal recording is prohibited.
- Audio recordings of education session presentations will be available after the conference if permission has been granted by the presenters
- Presenters who do not grant permission to record their presentations will be edited out of the recordings
- The room must be kept quiet to ensure the quality of recording

General Guidelines

- Expect questions to be asked and answered
- AIHA encourages scientific debate, open communication, healthy discussion, and respect for a diversity of opinions
- All session personnel, presenters, and attendees are expected to conduct themselves in a professional manner
- In the unlikely event of a disagreement, disruption, or emergency, go immediately to the Speaker Ready Room and request staff assistance
- If at any time you feel the session is not being presented in a vendor neutral fashion, contains a sales pitch, or have other feedback on the session or speakers, go to the Speaker Ready Room to speak with AIHA staff

Moderator Resources

Education Session Moderator Guidelines were emailed to you

- Read thoroughly ahead of time
- You may wish to print out and bring a hard copy with you
- Lists what to do before, during, and after the session

Check out the **Speaker Toolkit** – Icon for **Moderator Guidelines**
aihaconnect.org, click on Speak

QUESTIONS?

For
Education Sessions,
Research Round-ups (Case Studies, Scientific Research)
Education Pop-Ups
Posters

Diana Kane, 703-846-0753, dkane@aiha.org

Assistance needed on-site, go to the Speaker Ready Room.
Room 287

